

THIS SHEET SHOULD BE SENT TO COLOR GUARD PRIOR TO COUNCIL MEETING**GUIDELINES FOR NATIONAL CONVENTION'S COLOR GUARD**

Below are a few guidelines to consider when preparing to act as Color Guard for Convention:

1. Preferably no fewer than 4 people (5 or 6 looks even better). There should be at least one person to lead the flag bearers and one to follow.
2. The guard looks best if the people will take the time to coordinate their clothing. Preferably, all wear either skirts or slacks. Color can vary according to what the individuals own; i.e., white slacks and white blouses and navy jackets; or white skirts/slacks and red blouses and navy jackets. Or, in a warmer climate, no jackets. Try to keep with the red, white and blue theme. Blue slacks, white blouses and red ribbon at the neck, etc. *ALSO*, white gloves really make the outfit if they have them.
3. The American flag leads the procession (behind the lead guard, if there is one), the State flag and/or Sorority flag follows. *NOTE*: The American flag is carried higher than the other flags. The flag bearers need to pay particular attention to this.
4. Once the lead guard has reached the end of the procession, she stands at the last row of chairs (or tables) and the American flag bearer continues on to stand in front of the flag stand on the right. She does not post the colors until the other flag bearers are in their places. Then, the American flag is posted. After which, the remaining flags are posted. Then, the flag bearers return to the center of the room (keeping as close in step with each other as possible). The rear guard then turns and leads the flag bearers back down the aisle with the lead guard taking up the rear.
5. When retiring the flags, the same method is used to retrieve the flags, with the lead and rear guards waiting at center aisle, the flag bearers going over to stand in front of the stands and the American flag is removed first, then any remaining flags. Once again, the American flag is returned first, being held higher than the other flags, with the other flags to follow. The rear guard leads the recession and the lead guard takes up the rear.
6. Sometimes it is helpful if the lead guard gives voice indicators as to when different things can be started and stopped, thereby preventing the flag bearers from having to watch each other and still stay in time with each other.
7. It is *very helpful*, especially if the guard has not worked together before, to meet prior to Council Meeting and *practice*.